



**Short Program of Course:**

**Academic Year: 2021 – 2022**

**“PUBLIC ADMINISTRATION ”**

**"Bachelor" in "Agribusiness Management"**  
**First Cycle Study Program (180 ECTS)**

Type of activity	hours
Lectures:	45
Seminars:	15
Exercises:	
Laboratory:	
Fieldwork practice:	
Clinical practice:	
Sportive practice:	

<b>Credits:</b>	<b>5</b>
<b>Discipline:</b>	<b>B</b>

<b>Total workload</b>	<b>5 x 25 = 125</b>
<b>Class workload:</b>	<b>60</b>
<b>Individual workload:</b>	<b>65</b>

<b>Code:</b>	
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**Description of Course**

**NATURE OF ADMINISTRATION AND THE PUBLIC SECTOR**

- 1**
- Which is the origin of the public administration?
  - Which are the drives for the study of public administration?
  - What do the point of views of W. Wilson and L. von Stein about public administration consist of?
  - Define public administration and explain the evolution of the concept
  - What is the essence of the public context, the legal and managerial context of the study of public administration?

**THE DYNAMICS OF THE STATE AND THE ROLE OF THE GOVERNMENT**

- 2**
- Which is the conceptual attitude towards the position of the state in different global economics? Argument through examples your attitude.
  - Analyze the state's dimensions; the expansion versus strength and give real examples from the global reality.
  - Which are the goods that the state needs to offer?
  - Is there an optimal set of institution which could be used as a recipe and could be applied in economy as a

**MAIN MODELS OF PUBLIC ADMINISTRATION**

- 3**
- Who are the main representatives of the bureaucratic model and which are their viewpoints about the public administration?
  - What are the limits of the bureaucratic model?
  - Who are the main representatives of the attitude model and which are the attitude areas of the employee?
  - Note the differences and similarities between the suppositions of Mc. Gregorv and Bernard's scheme.

**THE PUBLIC SECTOR AND THE PUBLIC ADMINISTRATION**

- 4**
- What are the ways to measure the public sector and its weigh in different global economies?
  - Explain the reasons for the differences in the level of public expenditures in connection to the GDP.
  - Is there a correlation between the sizes of the assets owned by the public sector with the volume of the public expenditures?
  - What is the problematic of the change of systems and the creation of the Albanian public administration?

**PUBLIC ADMINISTRATION AND MANAGEMENT**

- 5**
- Which is your viewpoint about the model of the traditional administration?
  - Public administration and management: which are the similarities and differences?
  - Which are the Musgrave's considerations about the role that the state needs to play in economy?
  - Which are the study attitudes nowadays in relation to public management?
  - Which are the improvements offered by the new public management model?

**STRATEGIC MANAGEMENT OF THE PUBLIC SECTOR**

- 6**
- Which are the specifics of the environment in public organizations?
  - Which are the main factors of the macro environment in public organizations?
  - Which are the benefits of the mechanism of the market in the public sector, which are the costs and the balance of the policies related to it?
  - What is the public value, which are the implications in its assessment?

	<b>PUBLIC BUDGETING</b>
7	<input type="checkbox"/> What are the bases for building a budget? <input type="checkbox"/> Explain some of the modern functions of the budget <input type="checkbox"/> Which are the interested parts in the process of public budgeting and the reason for their interest <input type="checkbox"/> What is the structure of the budget and what are some of the main voices in a public budget? <input type="checkbox"/> Which are the main types of budgeting? Argue some of the advantages and limitations of these models.
	<b>E-GOVERNMENT</b>
8	<input type="checkbox"/> What is electronic government and what impact does it have in the model of managing the public sector. <input type="checkbox"/> What connection is there between the electronic government and the traditional administration, what about with the new public management? <input type="checkbox"/> What is the impact of the electronic government in the quality of public services? <input type="checkbox"/> What problems may arise with the application of electronic government? Analyze these problems in the
	<b>MANAGING THE EXTERNAL FACTORS</b>
9	<input type="checkbox"/> Why does a public organization and a public manager need to know and focus on the management of the external factors? <input type="checkbox"/> How was the external environment treated in the traditional model, what about in the new public management? Which are the similarities and the problems of application? <input type="checkbox"/> What do you understand with interest groups and what is their role today in the management of the
	<b>PUBLIC MANAGEMENT IN THE DEVELOPING COUNTRIES</b>
10	<input type="checkbox"/> What is the path followed by the developed countries and the developing ones as far as the public sector is considered? <input type="checkbox"/> Is the "administration of development" considered a problematic model in the developing countries and why? <input type="checkbox"/> What is the role of the government in the administration of development? <input type="checkbox"/> What are some of the problems that may arise with the application of managerialism in the developing
	<b>MANAGEMENT OF THE PERSONNEL AND PERFORMANCE</b>
11	<input type="checkbox"/> Why is the management of the personnel in the organizations of the public sector important? Give some arguments in your answer. <input type="checkbox"/> How the legal relationship between the state and the civic employee is regulated, which are the procedures and the criteria for hiring in DAP? <input type="checkbox"/> What are the main characteristics of the management of the human resources according to the contemporary
	<b>RESPONSIBILITY</b>
12	<ul style="list-style-type: none"> <li>• Argue what is the role of the responsibility in a connecting mechanism between the public sector and the public service consumer (the citizen)?</li> <li>• What is the essence of responsibility in the private sector? What about in the public one?</li> <li>• What are the similarities and differences in the responsibility in both sectors?</li> <li>• Note some of the main responsibility problems in the managerial model?</li> </ul>
	<b>APPLICATION TECHNIQUES</b>
13	<input type="checkbox"/> How can the attitude of a person be changed? <input type="checkbox"/> What are the main reasons for resistance? <input type="checkbox"/> What are the aspects of the adaptation of the plan with the dominant values, analyze each of them? <input type="checkbox"/> Explain the mechanisms of consulting <input type="checkbox"/> What are the main forms of stimulation?
	<b>ASSESSMENT OF ADMINISTRATION –EFFICIENCY</b>
14	<input type="checkbox"/> What is the meaning of efficiency, what is responsibility and rationality? <input type="checkbox"/> Why the opportune costs are distinguished by the other consequences of the administrative attitude? <input type="checkbox"/> What is your understanding of the organization equilibrium and its determining factors? <input type="checkbox"/> Argue the main basis of judgment for the assessment of efficiency
	<b>ASPECTS OF BEHAVIOR SIMULATION TO ACCEPT PLANNING</b>
15	<input type="checkbox"/> Which are the ways for you to ensure compatibility with your plans? <input type="checkbox"/> Is it necessary for prior consultation with the interest groups? <input type="checkbox"/> What kinds of stimulations have you planned to use to ensure high compatibility with your plans?